

## Neighborhood and Community Services Department Regulated Industries Division

635 Woodland, Suite 2101 Phone: (816) 513-4561 Kansas City, MO 64106 Facsimile: (816) 513-4595

## Checklist for renewal of a taxicab, pedicab, livery or sightseeing driver's certificate

The applicant is required to bring copies of any documentation. Any copies made will have a 10 cent charge.

Driver's certificates will not be issued until all required documents have been received

No Temporary Driver Certificates will be issued

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1.	Submit a completed vehicle for hire drivers certificate application
2.	Submit \$50 for a background check (cash only)
3.	Submit a copy of your <b>physical</b> – A copy of your D.O.T. card or physical examination ( <b>must be within three (3)</b> years of your application date) conducted by an M.D.; D.O.; or D.C. Sec. 76-108.
4.	Submit proof of your current driver's License. 76-103(a)(5).
5.	Submit proof of your Social Security Card and Immigration Documents – A copy of your United States immigration documents or residency documents if not born in the U.S. Sec. 76-37  ACCEPTABLE DOCUMENTS:  - US Passport (unexpired) - Work Visa - Resident Alien Card - Resident Alien Card - Certificate of US Citizenship
6.	Submit a copy of your Missouri or Kansas <b>driving record</b> (in which the applicant currently resides) for the past one (1) year. You can obtain this information from the Department of Motor Vehicles (DMV). <b>Sec. 76-103(6-9)</b>
7.	Successfully complete a <b>written examination</b> (only if your driver's certificate has remained expired for more than one year)  Note An applicant who fails the written examination may retake the examination once at no additional charge. If the applicant fails the second test or any test thereafter; the person shall not be permitted to retake the test for 60 days after failure and for each additional test the applicant shall pay another application fee. Sec. 76-102 (d) & 76-103(d)
SIGHT	SEEING ONLY:
1.	Written Certification – certification form from the Permit Holder stating that the applicant is qualified and able to safely drive horse-drawn vehicles under urban street traffic conditions. 76-102 (c)

10-31-2013